

**Maine EMS Examination Committee Meeting
Tuesday, April 17, 2001
Maine EMS Conference Room, Augusta**

Minutes

Present: D. Gilman, K. Roderick, J. LeBrun, E. Ekholm, R. Doughty

Absent: D. Bahr, J. Vaniotis, D. Kinney

Staff: D. White

1. Call To Order - The meeting was called to order at 9:40 a.m.

D. White reported that D. Bahr, D. Kinney, and J. Vaniotis had notified him that they would be unable to attend the meeting.

A. Introductions - None

B. Assign Timekeeper – K. Roderick

C. Additions/Deletions to the Agenda – New Paramedic Curriculum – Exam Considerations - White

2. Minutes – March 20, 2001, meeting minutes - review for acceptance

The minutes of the March 20, 2001, meeting were reviewed.

Motion: To accept the minutes of the March 20, 2001, meeting (Ekholm; Roderick - motion carries).

3. Old Business

A. Exam Administration Manual (EAM)

The Committee commenced work on the EAM appendices. The approach was to identify the components in each appendix; decide if the component was a current document in use by Maine EMS (that could either be placed in the EAM as is or modified/updated as needed); or if a new document was indicated.

The items identified are listed below:

Appendix/Name:	Author/Revisor:	Work to do:	Due date:
C – New License Application	Drexell	New app. To inc. Exam card Inc. Site Code on app.	5/15/01
C- EAM Text	Joanne	Revise text per new standard	5/15/01
C – Sample NREMT & Inst.	Kelly	Sample NREMT app. and Instructions	5/15/01
D- Sample Answer sheets & NREMT sheets	Kelly	Sample answer sheets and explanations – All levels	5/15/01
F – Delete site codes in EAM Make note in EAM text	Drexell	EAM text on where to find site codes	5/15/01
G – Written Exam process Checklist and explanation FR, EMT -, I, P	Joanne	Take out EAM pg 8&9 and place in explanation in app.	5/15/01
J – Exam Rosters	Drexell	Change exam # to D.O.B Add written&practical columns Combine ¾ - BLS & ALS sheets	5/15/01
K - Practical Exam Process	Joanne	Bulleted list for practical exam for EAM	5/15/01
Practical Exam § of EAM	Joanne	Create Pass/Fail criteria For practical exam in EAM	5/15/01

Work to continue at next month's meeting.

4. New Business

A. New Paramedic Curriculum – Exam considerations

The Committee briefly discussed Maine EMS' adoption of the new DOT curriculum and the effect it would have regarding the State Paramedic exam.

J. LeBrun opined that the changes made to the new curriculum will not require a change in the Paramedic written exam as there has not been a significant change in the content of the program.

Committee to discuss further at the next meeting.

5. Next Meeting

The next meeting will be held on Tuesday, May 15, 2001, from 9:30 a.m. to 12:30 p.m. at Maine EMS in Augusta.

A. Set Agenda - Next agenda to include:

1. Exam Administrators Manual - Appendices
2. Paramedic Curriculum – Exam Considerations

6. Adjournment - The meeting was adjourned at 3:15 p.m.

Respectfully submitted,

Drexell White